

In the interests of transparency, minutes will be published in draft form within seven working days of the meeting. Please note that draft form minutes have not yet been formally approved by Councillors as a true and correct record of the meeting.

**Minutes of a Hybrid Meeting by Usk Town Council (UTC) held in Sessions House
on Monday 10th July 2023 at 6.00pm**

6.1 To accept apologies for absence.

Cllr. M Howells

6.2 Public Open Forum

(15 minutes at the discretion of the Mayor.) Members of the public are invited to address the Council in relation to items on the agenda. A member of the public shall not speak for more than 5 minutes unless directed by the Chair. A question shall not require a response at the meeting nor start a debate on the question. The Chair may direct that a written or oral response be given.

6.3 To disclose personal and pecuniary interest in items of business listed below

6.4 County Councillors participation

County Cllr Kear (TK) reported the following

- The report from MCC on the flash flooding at Burrium Gate is imminent and will share the report as soon as possible.
- Castle Street flooding may have been caused by collapsed drains TK will chase up.
- Repair to Usk Bridge has started and 'no stopping zone' applied to the road.
- UTC has not received the latest Bridge Report
- The new SIDs signs are in situ.
- MCC is planning a countywide review of car parking.
- Air Quality – this continues to be within acceptable levels.
- To propose Community Speed Watch, join with Lorry Watch to monitor both speeding and HGV's in Usk
- The bike repair kit is to be relocated outside the Co-op store. It was suggested the shelter also be relocated - TK will investigate this matter.
- The 20mph speed limit has gone through consultation and will be implemented in September 2023
- There is a request for the speed limit from Usk to Llanhowell to be reduced to 30mph also and Llanhowell to Wentwood to 50mph.

6.5 To approve the Minutes of the Ordinary Meeting held on 12th June 2023

The Minutes were approved as a true and accurate record.

6.6 Matters arising from the Minutes of the meeting held 12th June 2023

There were none

6.7 To receive a report from the Sessions House Management Committee

No report

6.8 To receive the monthly Finance report for June 2023

The bank reconciliation for June 2023 showed no erroneous receipts or payments. No payments were made outside the normal monthly running costs or not previously agreed.

There is a funding request from Severn Area Rescue Association

Resolved: It was agreed to donate £100 (Local Government Act 1972 section137)

6.9 To discuss Sessions House finance structure

Resolved: To be discussed at the next Sessions House Management Committee

7.0 To inform Members of the of Audit process for the 2022/23 Audit of accounts & to notify members UTC is scheduled for the Triennial 'full' audits 2022-23.

Resolved: This was noted by Members

7.2 To receive an update on the poor state of the Conigar path

Resolved: Repairs have been delayed. TK will rearrange

7.3 To Receive and adopt the Annual Report 2022/2023

Resolved: To adopt Annual Report 2022/2023

The Clerk advised that the Annual Report will be published on the Council's website.

Printed copies will be made available.

7.4 To Receive and adopt the Revised Standing Orders June 2023 (Wales)

Resolved: The Standing Orders were formally adopted by Full Council

7.5 To receive the following Planning Applications

- a) **DM/2023/00775** 16 Castle Oak Usk Monmouthshire NP15 1SG New porch, Garage conversion and replacement of conservatory with a single storey rear extension

Recommend Approval

- b) **DM/2023/00845** Listed Building Consent

His Majesty's Prison Usk 47 Maryport Street Usk Monmouthshire NP15 1XP

Raising wrought & cast-iron balustrades with secondary balustrade

Recommend Approval

7.6 To receive an update on the Masterplan for Usk

Cllr Ivin reported the outcome of last week's meeting with MCC & UTC

- MCC to finalize the brief for Bridge Street and Twyn Square public realm design for tender.
- Cllr Howells & Ivin will confirm a suitable date with MCC for the shortlisting of consultants.
- UTC to hold a meeting to discuss the prioritization of projects on the Action Plan

7.7 To discuss the use of the former Usk Household Recycling Centre (UHRC) site.

- A new draft licence for 1st Sept 2023 – 31st August 2024 has been issued. Cllr Ivin will finalize the recycling centre licence with MCC legal.
- Members were in favour of the Together For The Climate group, who wish to hold a young people's event on Friday 25th August on the site MCC's approval to be sort.

7.8 To receive an update on the Town Guide

Resolved: To ask the new Usk Business Shop & Events Group (UBSEG) if they would like to take this forward

7.9 To receive a report from the Events Committee

The Pride Family Event organised by MCC for the 11–25-year-olds will take place on Sat 26th August between 12 and 8pm

Other events will be taking place – see report dated 4th July 2023

Usk Town Christmas Events is planned for 2nd & 3rd Dec. A Victorian Theme Christmas has been proposed.

Further discussion required.

It was agreed UTC focus on the Lantern Parade and a 'finale' at Sessions House

a) To receive an update from a meeting with local businesses held on 26th June 2023

Resolved: The new Usk Business Shop & Events Group (UBSEG) met recently and have appointed a Chair, Secretary & Treasurer. Next meeting 12th July 6pm at the Three Salmons

8.0 To receive an update on Community Speed watch

Resolved: TK reported there has been no speed watch initiative this month

Burrium gate is waiting for covert operation in this area

There are discussions with the residents of Maryport Street, near HMP Usk who have requested speed watch be conducted here

8.1 To receive an update on the Priory Gatehouse

No update

8.2 To receive an update on the repair of the Town Clock

Resolved: The clock mechanism remains with Smiths of Derby, where their workshop has spotted some issues which may require extra works with the clock movements and clock hands.

This will need to be approved by Heritage.

As regards repair of the rotten wooden frame, UTC still waiting for quotations to be submitted.

Listed Building Consent will be dependent on whether works require repairs or replacement.

Following on from the recent Usk Town Improvement Masterplan Steering Group

Claire Sullivan MCC along with County Cllr Tony Kear will follow up with Ian Saunders, Nick Keyse and Nick Perry to see who is responsible for the maintenance of the clock and if there is any further funding available to assist with the repair.

8.3 To receive an update on the Micro Geography funds to support the development of a community growing space/ raised beds.

The Together for the Climate group is looking for growing spaces to connect people through food, grant funding is available from MCC

Two of the proposals include area on the Owain Glyndwr Field

- To assemble two planters (also set up by the Conservation and Environment group) at the top of the Owain Glyndwr field, opposite the prison.

- To build beds next to the Centenary Hall (between the Centenary Hall and the public toilets).

Members are concerned there has been no consultation about this, and that the OG field is a 'Field in Trust'

Resolved: To further consult with Together for Climate and discuss grant funding

8.4 To receive an update on the recent dog fouling action day

The results of the Usk riverside dog fouling survey and 'We're Watching You' signs 1st to 28th June 2023 – have been published on the UTC Facebook page.

Conclusion from the survey

- It would not be feasible to provide a dog waste bin in the area with the greatest concentration of dog fouling.
- It is recommended that the Town Council continues to provide dog waste bags to residents as resources allow and repeat the signage and patrolling exercise from time to time. Patrolling at different times such as early morning and late afternoon might be effective at catching the small minority who do not pick up after their dogs.

The dog bin situated outside the Oilway Inn – needs to be relocated. C. Cllr Kear will approach Llantrisant CC to enquire if they wish to take on the bin.

8.5 To receive proposals (a maximum of two motions) for debate at the One Voice Annual Meeting on Saturday 30th September 2023

Resolved: No proposals received

8.6 Matters of Information

- Kissing gate on the Conigar path - still waiting to hear from Nigel Leaworthy
- CS will email Christian Schmidt and ask him to make contact with TH to arrange a site visit to look at locations for the bus timetable notice board.
- MCC is looking to install a new Bus Stop Timetables noticeboard in Twyn Square - UTC consider the noticeboard to be too big & unnecessary. Clerk to contact MCC Passenger Transport
- Coronation Mugs – still waiting for the final batch to be delivered from the supplier.

8.7 Correspondence- None

There was no further business and the meeting closed at 8.05pm